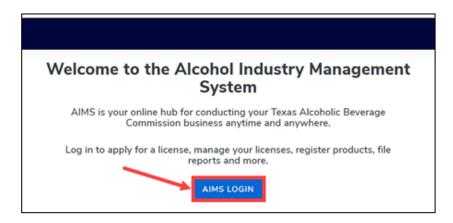


How To Register a Product in AIMS

When a manufacturer, winery, distillery or product owner is ready to sell their alcoholic beverage product, they need to first register it with TABC. Before completing this step, you must have claimed a business or been approved for a new license through AIMS.

1. Log in to AIMS:

- Enter tabc.texas.gov/aims in Google Chrome or Microsoft Edge on any device.
- Click Visit AIMS.
- Click AIMS LOGIN once on the AIMS landing page.
- Enter **Username** and **Password**. Click the **Login** button.

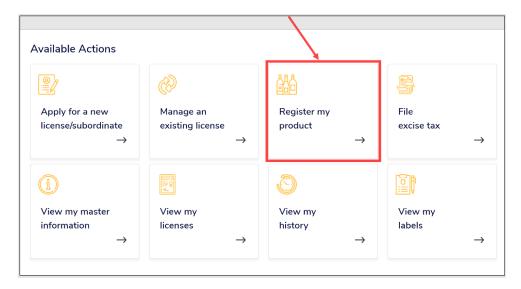






2. If you have several business entities, click the desired business. The AIMS dashboard for that business entity will appear.

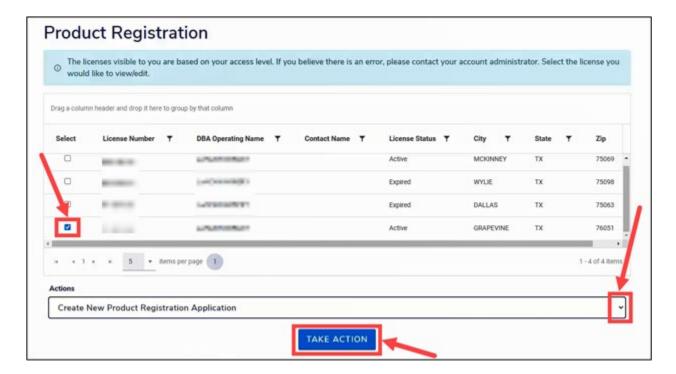
Click the **Register my product** button.



3. Select the **checkbox** next to the license associated with the product you plan to register.

From the Actions dropdown box, select Create New Product Registration Application.

Click the TAKE ACTION button.





4. The **Product Registration Application Instructions** will appear, explaining the rules and costs for registering a product.

Read and follow the instructions. Then scroll down and click the **Next** button.

Product Registration Application Instructions

Product registration is required before product can be shipped, sold, or served within the state of Texas. A non-refundable processing fee of \$25.00 is required per application.

TABC requests for missing or incorrect information must be received within **10 days** of notification or applications will be withdrawn. A certificate of registration will be available when processing is complete.

Malt Beverage:

- 1. Provide a legible copy of the federal TTB COLA. Only one TTB COLA may be submitted per application.
- 2. If your product classifies as an IRC beer (product which excludes malted barley and/or hops), provide a complete copy of the TTB formulation and one product label instead of a TTB COLA.

Wine

- 1. Provide a legible copy of the federal TTB COLA. Only one TTB COLA may be submitted per application.
- 2. Provide one product label for wine under 7% ABV instead of a TTB COLA. A TTB formulation may be required.
- 3. The nonresident seller permittee must be the primary American source of supply for the brand being registered (TABC Code Sec. 37.10). Provide a letter of authorization, that the permittee is the primary American source of supply of the product or brand being registered (TABC Code Sec. 101.671).

Distilled Spirits:

- 1. Provide a legible copy of the federal TTB COLA. Only one TTB COLA may be submitted per application.
- 2. The nonresident seller permittee must be the primary American source of supply for the brand being registered (TABC Code Sec. 37.10). Provide a letter of authorization, that the permittee is the primary American source of supply of the product or brand being registered (TABC Code Sec. 101.671).

BACK

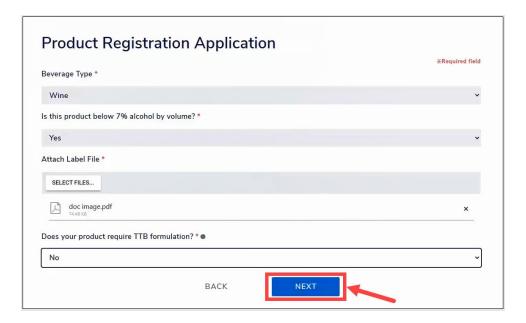




5. Answer the questions.

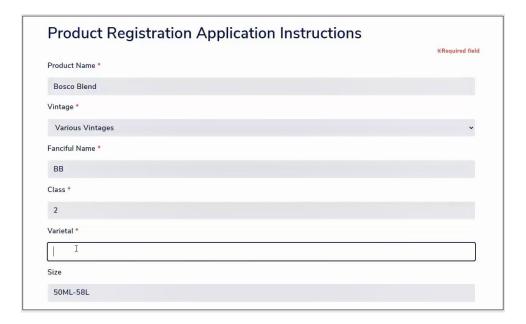
Use Attach Label File to add an image of the product label.

Click the Next button.



6. Continue answering questions as they appear.

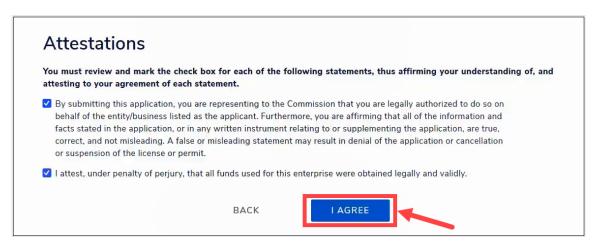
Click the **Next** button after completing the required sections.





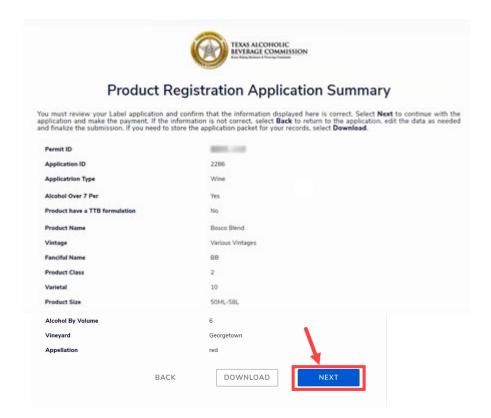
7. Read the Attestations and click on the check boxes.

Click the I Agree button.



8. A summary of the product registration will display. Verify the information is correct.

Click the **Next** button.

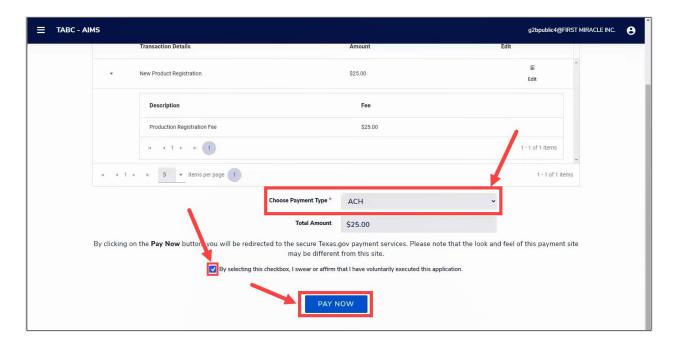




9. The Payment Details screen will appear. Choose Payment Type from the dropdown.

Affirm the statement by selecting the **check box**.

Click the Pay Now button.



10. Complete your payment.

Once payment is submitted, the payment details screen will appear. Click the **Download Receipt** button to print or save your receipt. You'll also get an email confirming your payment and application submission.

